Selection of Applicants for Associate’s Degree Programs

FIT is a selective public institution that prepares students for a wide range of careers in creative business and design professions. Academic accomplishments, achievements that predict success on the college level, and demonstrated talent are factors that the Admissions Committee considers when evaluating applications. All applicants—whether intending to study full time, part time, or in an evening/weekend program—must meet the same admissions standards. When the committee is evaluating transfer applications, overall grade point average and performance in liberal arts courses are also considered.

FIT believes that a person’s creative and leadership abilities are revealed through participation in activities in any of several fields, such as governing organizations, student clubs, or the visual and performing arts. The Admissions Committee would like to know about all accomplishments in which applicants take pride. Applicants are required to submit a personal essay indicating why they selected their particular major, and highlighting all activities or accomplishments.

All applicants to School of Art and Design programs must offer evidence of creative ability. Fashion Design applicants should be versed in both art and garment construction. Successful applicants in School of Business and Technology programs will have demonstrated the ability to work with others, qualities of leadership, and sound mathematical skills. Advertising and Marketing Communications applicants must show advanced ability in writing and/or other language skills.

STUDENT CATEGORIES

FIT offers a variety of study schedules during the fall, spring, summer, Summerim, and Winterim semesters in order to meet the needs of its students. The following definitions provide clarification of the student categories at FIT. Not all student categories are mutually exclusive—one-year students, for example, are also full-time students.

Matriculated Students

Matriculated students are those who are enrolled in an FIT degree program, whether undergraduate or graduate, full- or part-time. Matriculated students are given preference for on-campus housing.

MATRICULATED DAY Matriculated day students are enrolled either full- or part-time, and the majority of their classes take place during the day.

FULL-TIME Full-time undergraduate students are enrolled for 12 or more credits per semester.

PART-TIME Part-time undergraduate students are enrolled for less than 12 credits per semester.

ONE-YEAR One-year students are matriculated undergraduates enrolled in a one-year associate’s degree program.

EVENING/WEEEKEND For those students looking to balance the demands of career or family with their education, FIT offers a number of evening/weekend degree programs (see pages 40-41). Courses in these programs are scheduled during the evening and/or weekend.

Please see www.fitnyc.edu/admissions for current application deadlines and requirements.
Non-matriculated Students
Students who hold a high school diploma or General Equivalency Diploma (GED) may register for courses and complete certificate programs offered at FIT without submitting a formal application to the college. Non-matriculated students are those who have not been admitted to a degree program but are enrolled in at least one course. Courses that are open to non-matriculated students are typically scheduled during the evening and on the weekend; they may or may not carry college credit. Some credit-bearing courses are reserved for matriculated students only. All students must meet prerequisite requirements for any course they plan to take. All students who wish to seek a degree must apply through a formal admissions process before accumulating more than 24 credits (see Matriculation Status Policy, page 58, for details on how many credits taken in non-matriculated status may be applied to a degree).

ADMISSIONS PROCESS
1. Visit the college and attend a group information session, and explore the FIT website.
2. Choose a major program of study.
3. Go to www.fitnyc.edu/admissions and complete the FIT/SUNY application online.
4. After the online application is completed, high school students should ask their guidance counselor to send their transcripts to FIT’s Admissions Office. Transfer students should request that official transcripts be sent directly from their high school(s) and college(s) registrar’s offices to FIT’s Admissions Office. The mailing address for transcripts is:
   Fashion Institute of Technology
   Admissions Office
   Seventh Avenue at 27 Street, Room C139
   New York City 10001-5992
5. Applicants will be sent instructions on submitting their academic history and a personal essay.
6. Applicants to School of Art and Design programs will receive portfolio requirements pertinent to their major, and submission instructions.

APPLICATION DEADLINES AND RECOMMENDED FILING DATES FOR ADMISSION TO ASSOCIATE’S DEGREE PROGRAMS
Domestic and international students use the same application and are subject to the common reply date procedure.

Rolling Admissions
All other applications are processed by rolling admissions in the order they are received. Decisions will only be offered after completed applications—with transcripts and essays—are on file in Admissions. Space in all majors is limited, so applicants are encouraged to file their applications promptly.

Common Reply
Applicants to two-year associate’s degree programs beginning in the fall semester in Advertising and Marketing Communications, Communication Design, Fashion Design, and Fashion Merchandising Management who meet the following deadlines can participate in the common reply date procedure.

- File the FIT/SUNY application before February 1.
- Completed applications with transcripts and supplemental materials must be received by the Admissions Office by March 1. Portfolios for applicants to School of Art and Design programs should not be sent until receipt of written instructions from Admissions. Applicants can expect to be notified of a common reply admissions decision during April, and will have until May 1 to submit their tuition deposit and finalize their enrollment decision.

Readmission
A student who seeks readmission to FIT should notify Admissions in writing prior to the intended semester of reentry.

- No later than January 1 for the fall semester.
- No later than October 1 for the spring semester.

ADDITIONAL APPLICATION MATERIALS
Transcripts
Transcripts must be sent directly to FIT. Transfer students who have not yet earned their college degree must submit a high school transcript with proof of high school graduation.

TOEFL Score
Applicants whose first language is not English must provide an official Test of English as a Foreign Language (TOEFL) score. The minimum acceptable TOEFL score varies, depending on the format in which the exam was taken. Applicants must score a minimum of 80 on the internet exam, a minimum of 213 on the computer exam, or a minimum of 550 on the paper exam. The score must be obtained within 18 months of the date of anticipated enrollment.

Applicants whose first language is not English but who have completed a college-level English composition course in the United States are not exempt from the TOEFL requirement. Students who have completed less than four years of English (not ESL) at a U.S. high school are required to take the TOEFL exam.

For more information about scheduling the TOEFL exam and obtaining score reports, visit www.toefl.org, or call 607 771.7100.
Artwork Evaluation
All applicants to School of Art and Design programs must submit a portfolio for evaluation by the faculty. A portfolio interview will be scheduled after FIT receives the student's application from the SUNY Application Services Center. No portfolio is required from applicants to School of Business and Technology or School of Liberal Arts programs.

Applicants living more than 200 miles away who wish to submit their artwork by mail or online will be provided instructions from Admissions upon receipt of their application. Prospective applicants to FIT should not mail unsolicited portfolios to FIT or the SUNY Application Services Center. Unsolicited portfolios will not be evaluated and may not be returned.

Departmental portfolio recommendations are listed below and can also be found on the FIT website at www.fitnyc.edu/portfoliorequirements.

ACCESORIES DESIGN Any original, fashion-related work in any medium may be submitted. Photographs or slides of work may be submitted. Work should indicate applicants' level of creativity and sense of design. A drawing test is given at the time of evaluation.

COMMUNICATION DESIGN Original artwork in any medium may be presented and need not relate directly to advertising or graphic design. A portfolio of 12 to 15 pieces should show the applicants' design skills, drawing ability, imagination, and sense of color, as well as their use of typography. A sketchbook should be included, as well as computer design samples if available. A home examination will be sent with the portfolio instructions, and a drawing test is given at the time of evaluation.

FASHION DESIGN A home examination will be sent with the portfolio instructions. The examination requires applicants to complete five specific fashion sketches. The portfolio should include six to ten additional fashion sketches and photographs of garments the applicants have constructed, demonstrating their sewing and/or creative abilities. The portfolio evaluation is based on creativity, design sense, and technical skills. The size of the sketches must be no larger than 8.5 x 11 in. or 21 x 28 cm. The entire Fashion Design portfolio submission, including the home examination, photographs of garments, and portfolio sketches, will be retained by FIT and will not be returned to applicants. Applicants should submit only color copies of artwork and photographs. Slides are not accepted.

FINE ARTS Applicants should submit at least ten examples of original artwork in any medium—drawings, paintings, pastels, prints, photos or slides of sculpture, ceramics, textiles, or three-dimensional designs. Artwork done from observation is preferred but not required. Applicants do not have examples in all categories. The portfolio should reflect creativity and drawing ability. Slides or photographs of paintings are acceptable and photo books are welcome.

ILLUSTRATION Submissions are limited to a sketchbook and 15 individual pieces in a variety of media. Examples should include drawings, directly from life of figures, still-lifes; portraits; situations (e.g. people sleeping, eating, working, reading, viewing TV); environments (e.g. landscapes, a kitchen with untidy stacks of dishes, a bedroom with an unmade bed), Conceptual (e.g. self-portrait as an animal); and still-lifes. The portfolio must be 18 x 24 in. or 45.7 x 60.9 cm, (11 x 14 in. or 28 x 35 cm., if mailing portfolio, still-life testing is given at the time of evaluation.

INTERIOR DESIGN Original artwork of any medium may be submitted, including measured drawings, line drawings, plans, elevations, and perspectives. Examples should communicate the applicant's sensitivity to color, line, and proportion. Organization and neatness are considered. Sketchbooks are welcome. A home examination will be sent with the portfolio instructions. A drawing test will be given at the time of evaluation.

JEWELRY DESIGN Original artwork in any medium, particularly drawings and sculpture, may be submitted to indicate the applicants' sensitivity to color, design, and detail. It is recommended that applicants, if possible, also submit a small selection (five or more) of jewelry, fiber designs or actual pieces. Photographs or slides of work are acceptable.

MENSWEAR Portfolio consists of eight to ten original sketches in any medium that indicate applicant's creativity. These sketches should include at least two of the following: suits, sport coats, knitwear, sportswear, active sportswear, formal wear, casual wear, headwear, or accessories. Examples should demonstrate the applicant's creative design ability, not their proficiency in fashion illustration. For the evaluation, applicants should be prepared to explain their interest in entering the menswear industry.

PHOTOGRAPHY Original artwork in any medium (up to 20 pieces) may be submitted and should communicate the applicants' sensitivity to design, imitation, style, diverse subject matters, and commitment to creative experimentation. Photos that applicants have processed and printed themselves are preferred. Any commercially prepared work will also be accepted. Examples do not need to relate specifically to fashion or advertising, but should reflect personal interests and should be presented in a neat and organized manner. For the evaluation, applicants should be prepared to explain their interest in commercial and editorial photography.

TEXTILE/FACE DESIGN Applicants are required to submit a portfolio of original artwork in any medium. Examples should demonstrate the applicants' drawing and painting ability, creativity, and sensitivity to color and design. Applicants may submit up to 15 pieces, which may include drawings, prints from nature (shells, figures, flowers, etc.), samples of weaving, screen-printed or hand-painted fabrics, and fiber art. Photographs and/or slides of large paintings or three-dimensional pieces are welcome, as are sketchbooks. A drawing test will be given at the time of evaluation. A home examination is required only if the portfolio is submitted by mail.

VISUAL PRESENTATION AND EXHIBITION DESIGN Original artwork of any kind will be considered as long as it communicates the applicants' overall artistic ability, creativity, design sense, and sensitivity to color, line, and proportion. Examples may include (but are not limited to) collages, ground plans, paintings, perspective drawings, photographs, and sketches. Evaluators consider the applicants' interest in the program and the variety of areas in which the applicants have created work. A home examination will be sent with the portfolio instructions.

FIT reserves the right to photograph and maintain a digital and/or slide file of artwork submitted for review for admission to the college.

REQUIREMENTS FOR ADMISSION TO TWO-YEAR ASSOCIATE’S DEGREE PROGRAMS
Candidates for admission to the two-year AAS degree programs are evaluated according to the following criteria:

1. Candidacy for, or possession of, high school diploma or General Equivalency Diploma (GED).

2. High school transcript showing grade point average (GPA) and rank in class (except applicants who have received an associate’s or bachelor's degree from an accredited college in the United States).

3. A personal essay describing the applicants' background and reasons for choosing FIT and the selected major. The Admissions Committee would like to know about all accomplishments in which the applicant takes pride, along with career goals and personal interests. Applicants will receive submission instructions and the essay assignment upon completion of the online application.

Please see www.fitnyc.edu/admissions for current application deadlines and requirements.
4. Scholastic Assessment Test (SAT) scores are not required for admission. However, they can be used for exemption from the English or mathematics (arithmetic and algebra) placement tests—for the English test, a SAT score of 530 or higher for the verbal portion; for the arithmetic test, a score of 520 or higher for the math portion; and for the algebra test, a score of 620 or higher for the math portion.

5. For applicants whose first language is not English, an official TOEFL score. Students graduating from U.S. high schools with blocks of coursework completed as English as a Second Language (ESL), or who have completed less than four years of English (not ESL) at a U.S. high school, are also required to take the TOEFL to prove English proficiency. For TOEFL requirements, see page 31.

6. For applicants to School of Art and Design programs, a portfolio containing representative examples of their art and design work (see Artwork Evaluation, pages 32-33).

7. For transfer students, official transcripts from all colleges attended.

REQUIREMENTS FOR ADMISSION TO ONE-YEAR ASSOCIATE’S DEGREE PROGRAMS

FIT has developed special one-year AAS degree programs (two semesters of study, ranging from 30.5–41 credits each) in Accessories Design, Advertising and Marketing Communications, Communication Design, Fashion Design, Fashion Merchandising Management, Jewelry Design, Textile Development and Marketing, and Textile/Surface Design.

The application for one-year AAS programs is the same application used for the two-year programs. Once the application is filed, an official college transcript should be forwarded to the Admissions Office showing all completed coursework, and, if applicable, degree and date granted.

In order to apply for any of these programs, applicants must meet the following criteria:

1. Graduation from a four-year, regionally accredited institution or completion of at least 30 transferable credits at an accredited college, with a minimum of 24 credits equivalent to FIT's liberal arts requirements: 3 credits in college-level mathematics; 3 credits in English composition; 2 credits in literature or speech; 3 credits in physical science, social science; 12 credits in the humanities/social sciences; and one course in physical education.

For Jewelry Design applicants: graduation from an accredited Bachelor of Fine Arts program, or completion of 24 credits equivalent to the liberal arts requirements of the Jewelry Design major (see page 117), including 6 credits in art history and one course in basic design, metalwork, drawing, and sculpture.

2. For applicants to the Accessories Design, Communication Design, Fashion Design, Jewelry Design, or Textile/Surface Design programs a portfolio containing representative examples of their art and design work (see Artwork Evaluation, pages 32-33).

REQUIREMENTS FOR ADMISSION TO EVENING/WEEKEND DEGREE PROGRAMS

Applicants to FIT's evening/weekend degree programs adhere to the same admissions guidelines as matriculated students.

ACADEMIC CREDIT BY EVALUATION

Applicants may apply up to 60 credits earned through published subject examinations (as listed below) toward fulfillment of degree requirements at FIT. Those who have completed liberal arts courses at regionally accredited institutions, in which a grade of “C” or better has been achieved, will receive credit for coursework equivalent to courses at FIT (see Transfer of Credit, page 57).

Credit for published examinations applies to the following two tests, provided that the specified minimum performance levels are met, and that the subject examination is in an area that would normally be eligible to receive credit during an evaluation of transfer credits.

College-Level Examination Program (CLEP)
Mean score must meet or exceed the equivalent of a grade of “C” in a formal course.

Advanced Placement Program
A score of 3 or higher on a scale of 5 points used for this program.

Complete information about applying for academic credit by evaluation is available in the Registrar’s Office and at www.fitnyc.edu/registrar.

Selection of Applicants for Baccalaureate Degree Programs

The college offers 22 bachelor’s degree programs leading to either the Bachelor of Fine Arts (BFA) or Bachelor of Science (BS) degree. Admissions priority is given to FIT’s AAS graduates, although external applicants are also encouraged to apply. FIT’s AAS graduates who apply by the application deadline are given priority consideration for admission into the same major as a baccalaureate-level program. Applicants must have met the General Education (as listed in Education Requirements, pages 45-52) and liberal arts (see page 45) requirements, and maintained the required GPA. Applicants who do not meet these criteria or who wish acceptance into another program may require an interview, or an interview and artwork evaluation.

If the associate-level major pages (94-119) show the recommended bachelor’s programs available to students from each of FIT’s AAS programs. Associate-level students who wish to apply to a baccalaureate-level program other than those recommended should review the courses on the applicable baccalaureate-level major pages (120-147) and consult with the appropriate department chairperson for advisement.

Priority application deadline is January 1 for fall admission and October 1 for spring.

ADMISSION CRITERIA FOR BACCALAUREATE DEGREE PROGRAMS

Applicants seeking admission to one of FIT’s bachelor’s degree programs must hold an AAS degree from FIT or an equivalent degree or equivalent credits from an accredited and approved college. They must also meet the appropriate prerequisites as required by the major and have completed FIT’s liberal arts requirements (with the exception of physical education). Further requirements may include an interview with a departmental committee, review of academic standing, and artwork evaluation for all applicants to BFA programs.

Graduates of associate’s degree programs in the liberal arts are eligible to apply to FIT majors in Cosmetics and Fragrance Marketing, Direct and Interactive Marketing, Fabric Styling, Home Products Development, International Trade and Marketing for the Fashion Industries, Production Management: Fashion and Related Industries, Textile Development and Marketing, or Visual Art Management.

Those applicants who have not completed the requisite specialized courses for the major must complete the required “bridge” courses or an appropriate one-year program offered by FIT before they may be considered for admission to the college’s bachelor’s degree programs.

Students who apply for transfer to FIT from a four-year program must have completed a minimum of 60 credits, including the requisite art or specialized courses for the major and the liberal arts requirements.
International Students

Students educated outside the United States should follow the international student credentials link at www.fitnyc.edu/registrar for detailed information about transcript requirements.

TOEFL SCORE

Students whose first language is not English must provide an official Test of English as a Foreign Language (TOEFL) score (see TOEFL Score, page 31).

STUDENT VISAS

In accordance with federal regulations, FIT only issues I-20 forms (Certificates of Eligibility for Nonimmigrant [F-1] Student Status) to students who have been admitted to a full-time program of study leading to a degree. Students who wish to apply for an F-1 student visa or who hold F-1 student status must obtain an I-20. To obtain an I-20, students must submit an International Student Financial Statement (ISFS) to FIT after being admitted to the college. The U.S. Citizenship and Immigration Services require verification of the student’s ability to finance studies in the United States. An estimate of expenses based on current tuition, fees, and living and personal expenses appears on the ISFS.

After notification of acceptance, a tuition deposit is required. Two to three weeks after receipt of tuition deposit, the college will issue an I-20, which is necessary to apply for a visa at a U.S. Consulate in order to enter the United States to study and to maintain F-1 status while attending FIT. To download the ISFS and for more information about applying for a visa and the terms and conditions of F-1 status, visit FIT’s International Student Advisors website at www.fitnyc.edu/oisa.

Visiting Students

This program offers selected students the opportunity to take courses at FIT in order to supplement educational programs taken at other institutions without the necessity of a formal transfer. Applicants must be attending colleges that are formally registered as part of FIT’s Visiting Student Program in order to be considered. Applicants must be full-time matriculated undergraduates at their home institution with a minimum cumulative GPA of 2.7 (on a 4.0 scale) and completion of at least 60 credits prior to starting the program. A portfolio of artwork is required for admission to School of Art and Design programs.

Applications must be made through the designated liaison of the applicant’s home institution. Written approval from the designated liaison must be forwarded to the Admissions Office. Recommended application filing dates are January 1 for spring and October 1 for fall. Applicants must file the FIT/SUNY application online at www.fitnyc.edu/sunya.

Visiting students are not eligible for federal aid from FIT. They should apply for aid from their home institution.

Admission to the Accessory Design, Communication Design, Jewelry Design, Textile Development and Merchandising, and Textile Science programs for visiting students is limited to the fall semester.

Home-school liaison instructions are enclosed with students’ acceptance letter.

Special Assistance

EDUCATIONAL OPPORTUNITY PROGRAMS

David Dubinsky Student Center, Room AS10E
212 217.7190
www.fitnyc.edu/eop

Educational Opportunity Program

FIT offers New York State residents from economically disadvantaged circumstances the opportunity to pursue a postsecondary education through its Educational Opportunity Program (EOP). Initiated at the college in 1973, EOP provides supplemental academic support and expanded student services to eligible and capable individuals who seek higher education despite long-term socioeconomic challenges. EOP’s services foster academic persistence and achievement.

Childcare Assistance Program

The Childcare Assistance Program (CAP) is designed to assist students with primary parenting responsibilities who need to manage and balance the demands of being both student and parent. CAP offers a variety of services, including childcare subsidies, family activities, individual and family counseling, parenting resources, textbook subsidies, weekly support group meetings, day-by-night, weekend-long career-focus retreat.

VETERANS AND SELECTIVE SERVICE

FIT has been accorded recognition as a school of higher learning by the Department of Veterans Affairs. Prospective students should obtain their VA papers as far in advance of registration as possible. Those seeking readmission to the college from the armed forces who have been admitted to the college for a date of entry prior to formal separation should notify the Admissions Office as soon as possible. With a written request addressed to and approved by Admissions, accepted applicants are granted an automatic extension to pay their tuition deposits until May 1 for the fall semester.

Notification

A nonrefundable tuition deposit of $150 is required of accepted applicants to reserve their space at FIT.

With a written request addressed to and approved by Admissions, accepted applicants are granted an automatic extension to pay their tuition deposits until May 1 for the fall semester.

Enclosed with the letter of admission are specific forms pertaining to the applicants’ residency, parents’ consent for medical attention (for those under 18 years of age), applications for the residence halls, financial aid information, etc. Failure to pay the tuition deposit by the due date will cancel the applicants’ registration and attendance.

Visits to the College

Applicants wishing to visit FIT are encouraged to attend group information sessions held at noon throughout the year every Tuesday, Wednesday, and Friday except for major holidays. (To view the college’s calendar, visit the FIT website.) Sessions are held in the Marvin Feldman Center, Room C205, and run approximately 90 minutes. They include a video presentation about FIT and a question-and-answer session with an Admissions counselor. No appointment is necessary. However, groups of six or more should make reservations with the Admissions Office.

Open houses are held on campus every fall semester.